

**To:** Erin Goodling [Personal Privacy / Ex. 6] Knudsen, Laura[Knudsen.Laura@epa.gov]  
**From:** Conley, Alanna  
**Sent:** Tue 4/26/2016 7:10:57 PM  
**Subject:** RE: Comment protocol?

Erin,

The public will have the option of submitting oral (during public meetings), written (postal mail), or electronic (email) comments. The mailing address, email address and dates/times of public meetings will be provided by EPA in the near future. You, Edward Hill, and Cassie are still on EPA's Portland Harbor mailing list and will receive direct notification of the Proposed Plan availability and instruction for public comment.

During the series of community information sessions, EPA discussed protocol for submitting comments. This brief guide prepared by the Environmental Law Institute which contains helpful [step-by-step tips for writing effective public comments](#) was discussed. It may be useful for the PHCC to review while awaiting the Proposed Plan release.

Thank you.

**From:** Erin Goodling [mailto:Personal Privacy / Ex. 6]  
**Sent:** Tuesday, April 26, 2016 10:53 AM  
**To:** Conley, Alanna <conley.alanna@epa.gov>; Knudsen, Laura <Knudsen.Laura@epa.gov>  
**Subject:** Comment protocol?

Hi Alanna and Laura,

I'm writing on behalf of the Portland Harbor Community Coalition. We are hoping you can help us understand the exact protocol for submitting comments to the EPA - format, contact information needed, etc. Is there a link to this information? Thank you very much.

-Erin